



# MontCAS

Montana Comprehensive Assessment System

Montana Office of Public Instruction

## Smarter Balanced Test Administration 2019 Assessment/Data Conference



MontCAS

Montana Comprehensive Assessment System

Montana Office of Public Instruction



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# Agenda

## New

- Important Dates
- Policy and System Updates

## Before

- Preparing for Testing
- Establishing Testing Conditions

## During

- Test Administration
- Monitoring Participation

## After

- Appeals (Test Improproprieties)
- Resources

# Important Dates

<b>March 20 – May 26, 2019</b>	Smarter Balanced summative test window
<b>April 29, 2019</b>	Smarter Balanced reports posted on portal (Batch 1)
<b>May 28, 2019</b>	Smarter Balanced reports posted on portal (Batch 2)
<b>June 7, 2019</b>	Smarter Balanced reports posted on portal (Batch 3)
<b>July 3, 2019</b>	Smarter Balanced State Data File from MP to OPI
<b>July 3, 2019</b>	Smarter Balanced State Aggregates Released on ORS
<b>August 19 – August 27, 2019</b>	Interpretive Guide, printed copies of student reports, and cumulative labels arrives in system offices.



# Policy and System Updates



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# New Accommodations Available

## Embedded Designated Supports

Embedded Designated Supports	ELA	ELA-PT	Mathematics
Color Choices ?	<input type="text" value="Black on White"/>	<input type="text" value="Black on White"/>	<input type="text" value="Black on White"/>
Masking ?	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF
Mouse Pointer ?	<input type="text" value="System Default"/>	<input type="text" value="System Default"/>	<input type="text" value="System Default"/>
Permissive Mode ?	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF
Text-To-Speech (Designated Supports and Accommodations). Passages and Passages and Items for ELA CAT are Accommodation Only. Use must be written into a student's IEP/504 plan. ?	<input type="text" value="Items"/>	<input type="text" value="None"/>	<input type="text" value="None"/>
Glossaries ?	<input type="text" value="No Word List Available"/>	<input type="text" value="No Word List Available"/>	<input type="text" value="No Word List Available"/>

## Embedded Accommodations

Embedded Accommodations	ELA	ELA-PT	Mathematics
Language ?	<input type="text" value="English"/>	<input type="text" value="English"/>	<input type="text" value="English"/>
American Sign Language ?	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF
Audio Transcriptions ?	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF
Braille Type ?	<input type="text" value="Not Applicable"/>	<input type="text" value="Not Applicable"/>	<input type="text" value="Not Applicable"/>
Closed Captioning ?	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF
Streamlined Mode ?	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF	<input type="checkbox"/> OFF

# New Limitation in TIDE: Accommodations

Use this form to modify a student's settings. [more info](#)

Save

Cancel

## Student Demographics

District: 9998 - Demo district 9998

IDEA Indicator/IEP: ☐ Yes ☒ No

School: 9998\_9998 - Demo Institution 99989998

LEP Status: ☐ Yes ☐ No

SSID: ZZ0604645

Section 504: No

\*Student's Last Name: lnamechange

Economic Disadvantage Status: ☐ Yes ☐ No

\*Student's First Name: fnamechange

Language Code:

Student's Middle Name:

English Language Proficiency Level:

\*Gender: ☐ Male ☒ Female

Migrant Status: ☐ Yes ☐ No

Birth Date (MMDDYYYY):

First Entry Date into a US School (MMDDYYYY):

Confirmation Code:

Limited English Proficiency Entry Date (MMDDYYYY):

\*Grade: 09

Limited English Proficiency Exit Date (MMDDYYYY):

District assigned student identifier:

Title III Language Instruction Program Type: - Select -

Primary Disability Type: - Select -

# Removed from TIDE



## OPI Montana Comprehensive Assessment System (MontCAS)

[Home](#)[Data Entry](#)[Testing Security](#)[Reports](#)[Administration](#)[Logout](#)

### Montana Comprehensive Assessment System

The Montana Comprehensive Assessment System (MontCAS) Application is a restricted-use website that contains information on the state-mandated MontCAS summative assessments. The application is used by the System Test Coordinators (STC). The MontCAS Application allows STCs to annually supply the Office of Public Instruction (OPI) with school system information pertaining to the integrity and assurance of the assessment results through standardized and secure assessment conditions.

In the MontCAS Application, STCs must complete the following actions:

- **Affirmation of Testing Security.** STCs affirm their compliance with the guidance defined in the MontCAS Test Security Manual and guidance published in each Test Administration Manual (TAM) after testing practices. This should be completed no later than November 2, 2018.



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# New Process: Appeals

- Test Administrators do not need to report appeals to both OPI and via TIDE any longer
- Appeals requests can be to reset, reopen, invalidate, or restore a student test, or to apply for a grace period extension
- If an appeal is needed, it should be submitted via the OPI test security application: <https://apps.opi.mt.gov/MontCAS>
- After reviewing the request, OPI will approve or deny the appeal on the Test Administrator's behalf in TIDE

# New Process: Test Security Agreement



## OPI Montana Comprehensive Assessment System (MontCAS)

[Home](#)[Data Entry](#)[Testing Security](#)[Reports](#)[Administration](#)[Logout](#)

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17. In the event an unforeseen testing incident arises, I understand it is my responsibility to report this immediately to the OPI within 5 days of the incident through the Montana Comprehensive Assessment System (MontCAS) Testing Irregularity Form (TIR).

18. I understand the consequences of not following the above security agreement requirements.

Putting your name in the box below signifies that you have read, understand, and follow the Testing Security Agreement requirements. You do not need to send in a paper form.

[Save](#)

#### Testing Security Agreements

Confirm that each Testing Coordinator and Building Coordinator in your district and the district's Authorized Representatives have signed testing security agreements kept on file in your office.

Testing Security Agreements are available for download at [OPI's MontCAS page](#)

**Check below to indicate you agree with the statement:**

- ☐ I have a current Testing Security Agreement signed by the School System's Authorized Representative on file.
- ☐ I have current Testing Security Agreements signed by each Building Coordinator in the School System on file.
- ☐ I have current Testing Security Agreements signed by each Testing Coordinator in the School System on file.

[Save](#)

#### Application Contact Information




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# Updates for Interims

 **Tests To Score**

User: DemoTA, WA | Role: TA @ School: Demo inst 9999

 Inbox  My Settings ▼  Help  Sign Out






**Scoring Mode** 

**Dashboard**

Assessments to score for All Rosters, 2018-2019

Filtered by

	Assessment Name	Test Reason	Student Count	Item To Score	Date Last Taken
	INTERIM: G6-ELA-PTArg	Unassigned	1	2	08/21/2018

Rows per page:  1 Items:   of 1 



# Before Testing



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# Scheduling

- Evaluate the number of computers and students in each test grade and estimated time to complete each test
- Classroom Activities are not required for the 2019 Summative administration
- Be sure to schedule students to take the assessment labeled as SUMMATIVE and not INTERIM.

Test Type	Grades	CAT	Perf Task Only	Total
<b>English Language Arts/Literacy</b>	<b>3-5</b>	1:30	2:00	3:30
	<b>6-8</b>	1:30	2:00	3:30
	<b>11</b>	2:00	2:00	4:00
<b>Mathematics</b>	<b>3-5</b>	1:30	1:00	2:30
	<b>6-8</b>	2:00	1:00	3:00
	<b>11</b>	2:00	1:30	3:30
<b>COMBINED</b>	<b>3-5</b>	3:00	3:00	6:00
	<b>6-8</b>	3:30	3:00	6:30
	<b>11</b>	4:00	3:30	7:30


# Lab Preparation

1. Review Technology Coordinator resources
2. Verify lab meets specifications and supported operating systems
3. Install 2019 Secure Browser (Version 11)
4. Verify successful Secure Browser installation
5. Ensure adequate number of headsets are available


# Secure Browser

## Montana


COMPREHENSIVE ASSESSMENT SYSTEM




Students & Families



System & Test Administrators



Technology Coordinators



### Recent Announcements

**NEW!** All online systems are now live and ready for optional interim testing. User passwords and security questions from last year were reset on October 16, 2017. Please set up a new password for 2017–2018 school year at <https://mp.sso.airast.org>.

*Added October 23, 2017*

- TIDE, Practice Test Administration, THSS, AIR Ways Reporting, and ORS will be down for maintenance starting on October 11, 2017. For the 2017–2018 school year, TIDE will open on October 17, 2017 and the rest of the online systems will open on October 23, 2017.


*Added October 11, 2017*

- The Windows, Mac OS X, Linux (32/64 bit), IOS, and Chrome OS secure browsers for the 2017–2018 school year are now available. The respective secure browser is **required** for all 2017–2018 online test administrations. Please download desktop operating systems from the [portal](#) and mobile operating systems from the App Store, Google Play Store, or Chrome Web Store. Secure browsers downloaded from previous years are not applicable for this school year.


### Welcome!

Working together, Measured Progress, American Institutes for Research, and the Montana Office of Public Instruction (OPI) use this portal to provide access to on-line systems and resources for administering Smarter Balanced Assessments. These assessments are part of Montana's Comprehensive Assessment System (MontCAS), which has been designed to provide parents and teachers with valid, useful information to help all students succeed.

Please visit [OPI's website](#) for more information on other Montana assessments.



Secure Browser



Important Dates

# Secure Browser – Supported Operating Systems

## Secure Browsers

Operating Systems	Supported Devices	Secure Browser	Related Requirements*
<b>Desktop</b>			
<b>Windows</b> 7 SP1 (Professional & Enterprise) 8 (Professional & Enterprise) 8.1 (Professional & Enterprise) 10 (Educational, Professional, & Enterprise) (Versions 1507 – 1803, 1809 <sup>a</sup> ) Server 2008 R2, 2012 R2, 2016 R2	Desktops/Laptops	Windows Secure Browser	Disable fast user switching. Server 2008 R2, 2012 R2, and 2016 R2 are supported when using a thin client.
<b>Windows</b> 10, 10 in S mode (Educational, Professional, & Enterprise) (Versions 1507 – 1803, 1809 <sup>a</sup> )	Desktops/Laptops	Take a Test app	Create a dedicated test account for non-permissive mode users. Create a desktop shortcut for permissive mode users.
<b>Mac</b> 10.9 – 10.14 <sup>a</sup>	Desktops/Laptops	Mac Secure Browser	Depending on your OS version, disable the following features: <ul style="list-style-type: none"> <li>◦ Application Launches from Function/Custom Keys</li> <li>◦ Updates to Third-Party Apps</li> <li>◦ Notification Center</li> <li>◦ Updates to iTunes</li> <li>◦ Look-Up Gesture</li> <li>◦ Mission Control</li> <li>◦ Dictation</li> <li>◦ Siri</li> </ul>
<b>Linux</b> Fedora 27 – 28 LTS (Gnome) Ubuntu 14.04, 16.04, 18.04 LTS (Gnome)	Desktops/Laptops	Linux Secure Browser	Depending on your distribution, install SoX and Verdana True Type font.  For touchscreen devices, disable on-screen keyboard.


# Secure Browser – Supported Operating Systems (Mobile)


<b>Mobile</b>			
<b>iOS</b> 10.3 11.4 12 <sup>a</sup>	4th Generation (Retina Display) 5th Generation (Retina Display) 6th Generation (Retina Display) iPad Air iPad Air 2 iPad Pro	AIRSecureTest Mobile Secure Browser	Automatic Assessment Configuration requires no further setup. Additional features can be disabled through Mobile Device Management.
<b>Android</b> 7.1 8.1 9 <sup>a</sup>	Lenovo Yoga Tab 3 10 Samsung Galaxy Tab S3 Asus ZenPad Z10	AIRSecureTest Mobile Secure Browser	Enable the Secure Browser keyboard.
<b>Chrome</b> 67+	Chromebooks	AIRSecureTest Kiosk Application	Chromebooks must be in kiosk mode. Automatic updates should be disabled or limited to a specific version used successfully before summative testing begins.
<b>Windows</b> 8 (Professional & Enterprise) 8.1 (Professional & Enterprise) 10 (Educational, Professional, and Enterprise)	AIR supports any tablet running Windows 8, 8.1, and 10, but has done extensive testing only on Surface Pro, Surface Pro 3, Asus Transformer, and Dell Venue.	Windows Secure Browser	Disable fast user switching.
<sup>a</sup> Support for this version will begin upon the completion of testing following its release.			


# Secure Browser Installation


## Download Secure Browsers


To download the Secure Browser for your operating system, select the corresponding tab.


**Important Information**


**Windows**  
7 SP1, 8, 8.1, 10; Server 2008 R2, 2012 R2, 2016 R2


**Windows (Take a Test)**  
10, 10 in S Mode


**Mac OS X**  
10.9-10.13

**Linux 32-bit**  
Fedora 27-28 LTS (Gnome)  
Ubuntu 14.04, 16.04 LTS (Gnome)

**Linux 64-bit**  
Fedora 27-28 LTS (Gnome)  
Ubuntu 14.04, 16.04, 18.04 LTS (Gnome)

**iOS**  
10.3, 11.4

**Android**  
7.1, 8.1

**Chrome OS**  
67+

### Important Information

#### Technical Resources

- For information about network and Internet requirements, general peripheral and software requirements, and configuring text-to-speech settings, see the [Technical Specifications Manual for Online Testing](#).
- For information about supported hardware and software for Braille testing as well as information about configuring JAWS, see the [Braille Requirements Manual](#).
- For information about installing Secure Browsers, see the [Secure Browser Installation Manual](#).

#### About Supported Browsers

The operating system versions listed in the above table are the only ones officially supported.

#### Warning: Support for New Desktop Operating Systems

Desktop operating systems, in particular new versions of those operating systems, not in the above table are not supported. Do not upgrade to new operating systems on computers used to administer online assessments.

#### Warning: Support for Updated Mobile Operating Systems

Turn off or delay automatic updates of operating systems for mobile devices. AIR reviews these updates to verify they do not pose a risk to student testing, and will post announcements on this portal accordingly.

View [AIR Assessment Privacy Policy](#).

# Practice/Training Tests

- Practice Test: available in each grade and similar in format and structure to the actual test
- Training Test: available in three grade bands (3–5, 6–8, and high school) and provides a sample of each kind of question

## Practice and Training Tests:

<http://www.smarterbalanced.org/assessments/practice-and-training-tests/>

## Practice Test Resources:

<http://www.smarterbalanced.org/assessments/practice-and-training-tests/resources-and-documentation/>

# Verify Student Accommodations

- Ensure accommodations are accurate in TIDE prior to allowing students to start a test
- If a test is started with the wrong test settings, TAs can adjust some settings via the proctor application
- An appeal would need to be filed if the test settings can't be changed

# Embedded Designated Supports & Accommodations

Embedded Designated Supports	Embedded Accommodations
Color Contrast	American Sign Language (ASL)
Masking	Braille
Text-to-Speech	Closed Captioning
Translated Test Directions	Text-to-Speech
Translations (Glossary w/audio)	Streamlined Interface
Translation of Items	
Turning off Universal Tools	


# Non-Embedded Designated Supports & Accommodations


Non-Embedded Designated Supports	Non-Embedded Accommodations
Bilingual Dictionary	Abacus
Color Contrast	Alternate Response Options
Color Overlay	Calculator
Magnification	Medical Device
Read Aloud Items	Multiplication Table
Read Aloud Stimuli	100's Number Table
Scribe Items (Non-Writing)	Read Aloud Stimuli
Separate Setting	Scribe Items (Writing)
Glossary	Speech-to-Text
Translated Test Directions	
Simplified Test Directions	
Noise Buffers	

# Obtaining a TIDE Account



## Login





[Forgot Your Password?](#)

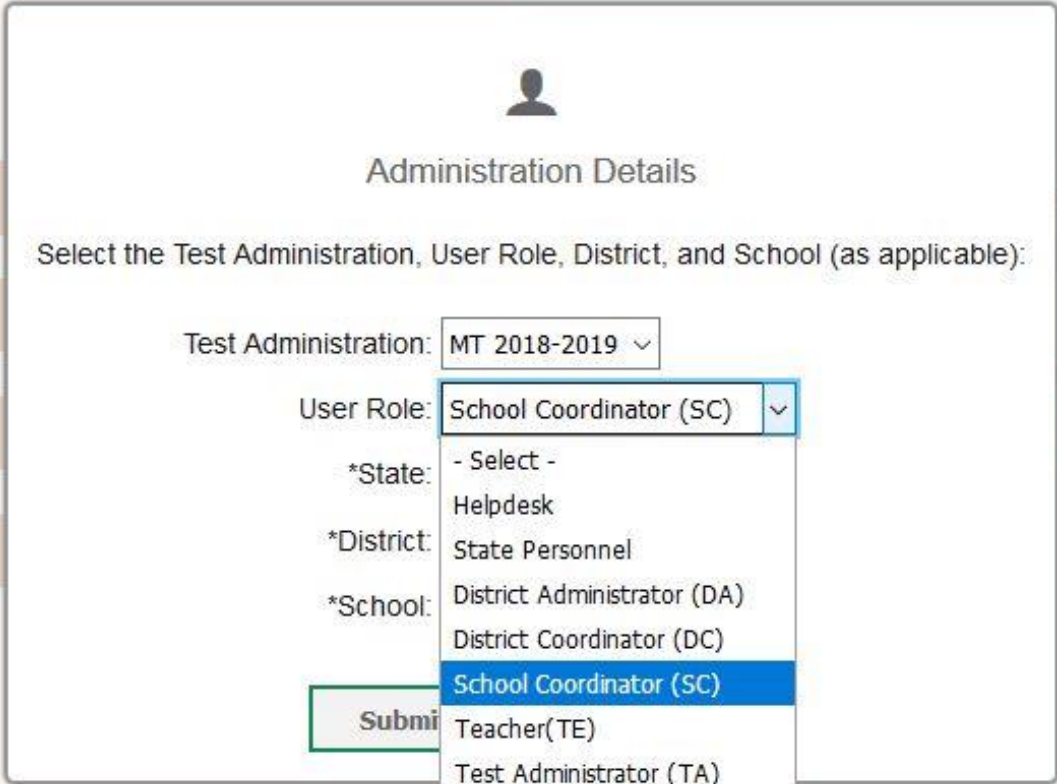
**Secure Login**

### First Time Login This School Year?

The password you used during the previous school year has expired.

[Request a new one for this school year.](#)

# User Roles



The image shows a web form titled "Administration Details" with a user icon at the top. Below the title, it says "Select the Test Administration, User Role, District, and School (as applicable):". The form contains four dropdown menus: "Test Administration" (set to "MT 2018-2019"), "User Role" (set to "School Coordinator (SC)"), "\*State:" (set to "- Select -"), and "\*District:" (set to "State Personnel"). Below these are two more dropdowns: "\*School:" (set to "District Administrator (DA)") and another dropdown (set to "District Coordinator (DC)"). A "Submit" button is located to the left of the "\*School:" dropdown. A dropdown menu is open for the "User Role" field, showing a list of roles: "- Select -", "Helpdesk", "State Personnel", "District Administrator (DA)", "District Coordinator (DC)", "School Coordinator (SC)" (highlighted in blue), "Teacher(TE)", "Test Administrator (TA)", and "View Only".

Administration Details

Select the Test Administration, User Role, District, and School (as applicable):

Test Administration: MT 2018-2019 ▾

User Role: School Coordinator (SC) ▾

\*State: - Select -

\*District: State Personnel

\*School: District Administrator (DA)

Submit District Coordinator (DC)

School Coordinator (SC)

Teacher(TE)

Test Administrator (TA)

View Only

# User Roles: Permissions

	System Administrator	System Coordinator	School Coordinator	Teacher	Test Administrator
Add/Upload/Edit Student Information	STATE DATA FEED ONLY				
Edit Student (Test Settings) Accommodations	X	X	X		
Add/Edit Users	X	X	X		
View Student Details	X	X	X	X	
View Reports	X	X	X	X	
Manage Rosters	X	X	X	X	
Test Scorer Interim*				X	X
Test Scorer Admin Interim*	X	X	X		
Test Administrator	X	X	X	X	X
Visibility	System	System	School	Roster	None

# TIDE Home Page

**Montana**  
COMPREHENSIVE ASSESSMENT SYSTEM

Administration: MT 2018-2019 | User: Lname, Fname (TE)

General Resources ▾ ? Help Inbox Manage Account ▾ Log Out

Find Student by ID 🔍

**Preparing for Testing**

- Students ▾
- Test Settings ▾
- Rosters ▾

**Administering Tests**





- Monitoring Test Progress ▾
- Print Testing Tickets ▾

Contact Help Desk

# Managing Users - Search

Number of users found: 4





Enter search terms to filter search results

<input type="checkbox"/>	Edit	Role	District	School	Email Address	First Name	Last Name	Phone Number	Completed TA Cert. Course
<input type="checkbox"/>		TA	9998-Demo district 9998	9998_9998-Demo Institution 99989998	eshaia.pethyo@yahoo.com	Demo123	Lastdemo123		Y
<input type="checkbox"/>		TA	9998-Demo district 9998	9998_9998-Demo Institution 99989998	bartlett.jesse@measuredprogress.org	DEMOJESSE	DEMOBARTLETT		N
<input type="checkbox"/>		TA	9998-Demo district 9998	9998_9998-Demo Institution 99989998	useruser2@air.org	user	user2		N
<input type="checkbox"/>		TA	9998-Demo district 9998	9998_9998-Demo Institution 99989998	test3.test4@air.org	test3	test4		N

From the listing of retrieved users, you can:


- View detailed information about a user
- Delete user accounts
- Export the listing

# Managing Users - Add

  Preparing for Testing  Administering Tests  After Testing

Users ▾ Students ▾ Test Settings and Tools ▾ Rosters ▾

## Add Users

 Use this page to add users to assessment systems. [more info ▾](#)

---

**PERSONNEL**

\*Role:  ▾

\*State:  ▾

\*District:  ▾

\*School:  ▾

\*Email Address:

\*First Name:

\*Last Name:

Phone Number:

\*Completed TA Cert. Course: ☐ Yes ☐ No

# Managing Users – Delete

You would delete a user account if you need to remove a user from system or school associations OR if a user's email address has changed.

- In the **View/Edit/Export Users** page, mark the checkbox for the accounts you want to delete
- Click **Delete**

# Student Information – Search

Preparing for TestingAdministering TestsAfter Testing

Find Student by ID

Users ▾
Students ▾
Test Settings and Tools ▾
Rosters ▾

View/Edit/Export Students

*i* Use this page to view, edit, or export students. [more info ▾](#)

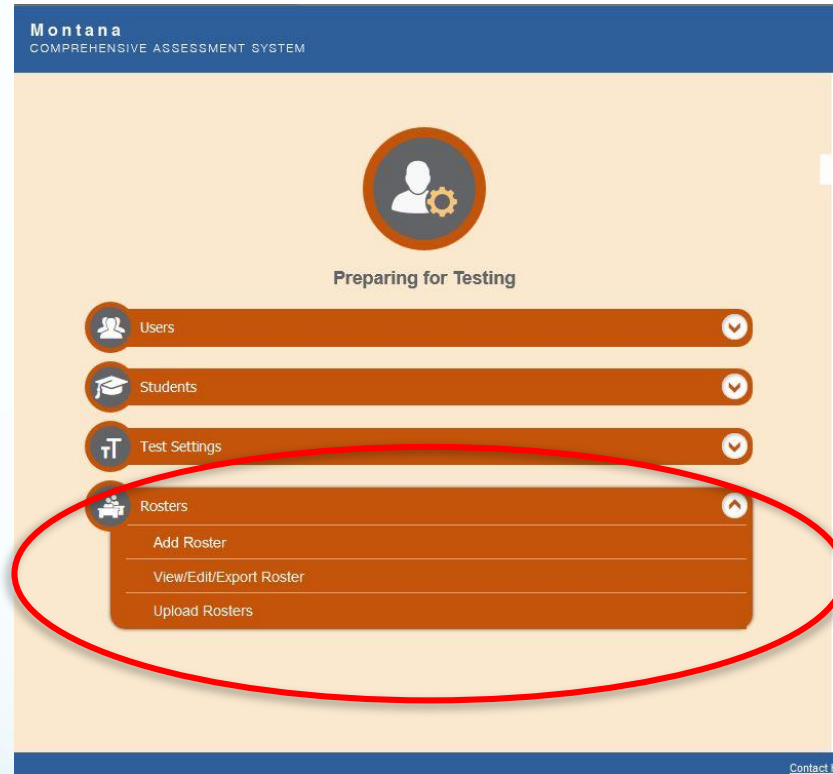
+ Search Students

Number of students found: 5





Enter search terms to filter search results

	Edit	School Information		Student Information							Test Settings and Tools		
		District	School IRN	SSID	Student's Last Name	Student's First Name	Student's Middle Name	Gender	Birth Date (MMDDYYYY)	Grade	Print Size	Color Contrast	Presentation
<input type="checkbox"/>		9998	9998_9998	11111101	test	test	test	Male	08262005	04	MA:TDS_PS_L0 ELPT:TDS_PS_L0 EL:TDS_PS_L0	MA:TDS_CC0 ELPT:TDS_CC0 EL:TDS_CC0	MA:ENU ELPT:ENU EL:ENU
<input type="checkbox"/>		9998	9998_9998	11111102	test	test	test	Female	08262005	04	MA:TDS_PS_L2 ELPT:TDS_PS_L3 EL:TDS_PS_L1	MA:TDS_CCMagenta ELPT:TDS_CCYellowB EL:TDS_CCMedGrayLtGray	MA:ENU-Braille ELPT:ENU-Braille EL:ENU-Braille
<input type="checkbox"/>		9998	9998_9998	11111103	test	test	test	Female	08262005	04			
<input type="checkbox"/>		9998	9998_9998	11111104	test	test	test	Female	08262005	04			
<input type="checkbox"/>		9998	9998_9998	11111105	test	test	test	Male	08262005	04			

# Rosters




# Rosters – View, Edit, Delete

 Preparing for Testing  Administering Tests  After Testing

Find Student by ID

Users ▾ Students ▾ Test Settings and Tools ▾ Rosters ▾

## View/Edit Rosters

 Use this page to view, edit, or delete rosters. [more info ▾](#)

– Search for Rosters to Edit



\*Year:

\*District:

\*School:




\*Roster Type:


Search




Note: For multiple roster selection, you may print 50 students at a time.

Number of rosters found: 10

<input type="checkbox"/>	Edit	Roster Name	Grades In Roster	Number Of Students
<input type="checkbox"/>		Abie test	04	5
<input type="checkbox"/>		rosterest1	04	1
<input type="checkbox"/>		rosterest2	04	1

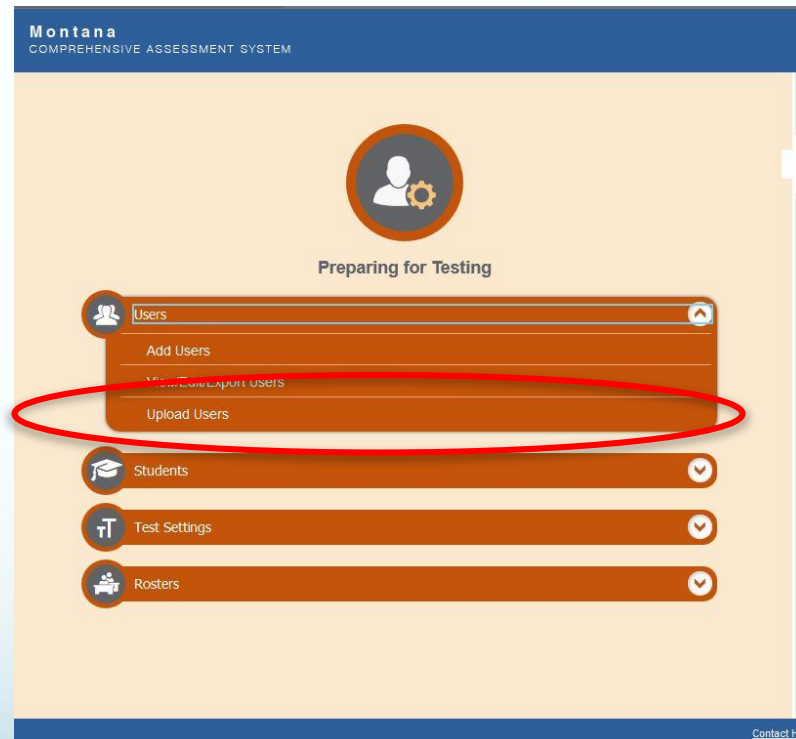
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 **measured progress**

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# Uploading Bulk Data

- Select **Upload Users** → Click **Download Templates** and select Excel or .CSV
- Click **Browse**, and navigate to your file → Click **Upload File**. A preview will be displayed.
- Click **Next**. TIDE will validate the file and display any error messages.





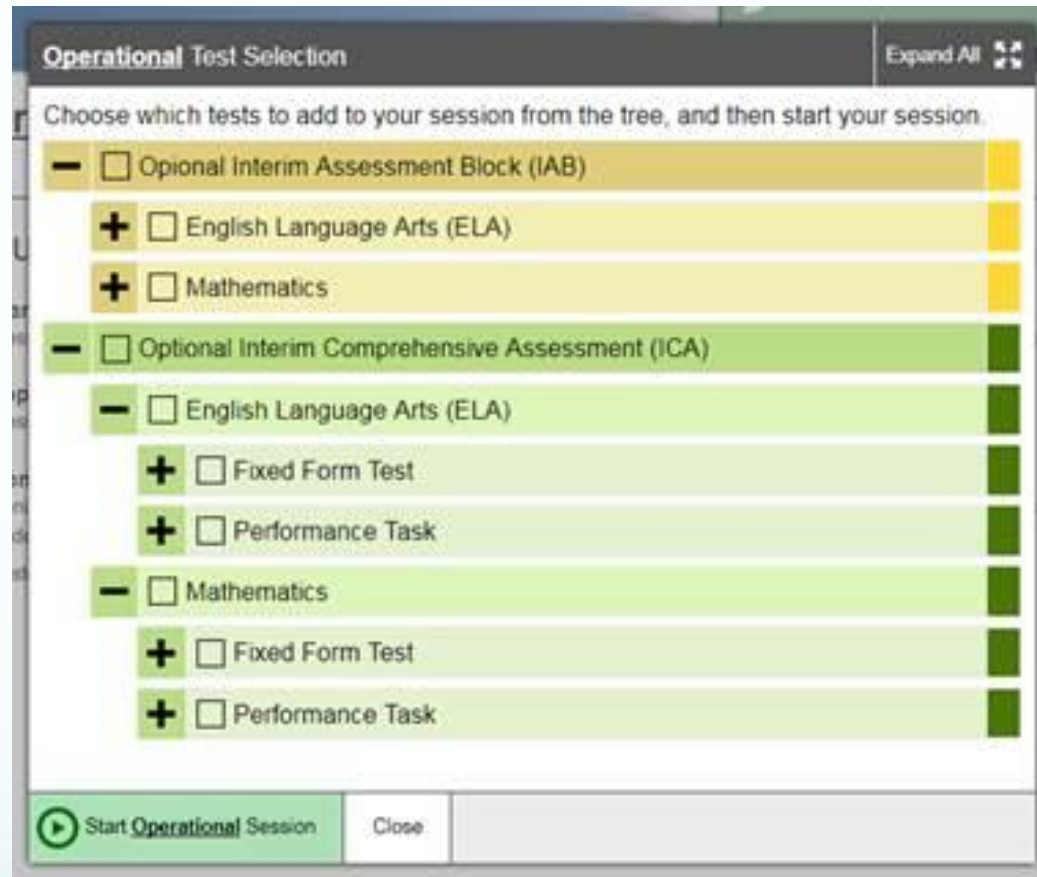
# During Testing



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# TA Home Screen




\*NOTE: This screenshot shows the options for interims – summative test options will look slightly different.

# Interim Test Reasons

**Session Attributes**

The tests you have selected have some additional attributes that can be set to better describe the environment and conditions of this testing session.

 Test Reasons

Unassigned ▼

Unassigned

Attempt 1

Attempt 2

Attempt 3

Attempt 4

Attempt 5

Attempt 6

Attempt 7

Attempt 8

Attempt 9

Attempt 10

OK

Cancel

# Proctoring

Student Lookup Approved Requests Print Session Help Guide Alerts Logoutas DemoUser, TA1

AMERICAN INSTITUTES FOR RESEARCH™  
Making Research Relevant

Operational Session ID  
TEST-E369-1

Select Tests

Approvals 1

## Students in your Operational Test Session

1 students awaiting approval 0 print requests 3 active tests

● = Interim Comprehensive (ICA) ● = Interim Blocks (IAB)


Student Name	SSID	Opp #	Test	Requests	Student Status	Test Settings	Pause Test
Smith, John	8999577947	1	Grade 3 ELA ICA		approved: 0/0	Custom	II
Jackson, Cynthia	99996701	1	Grade 3 ELA ICA		paused: 7/13	Custom	II
Garcia, Juan	99996703	1	Grade 5 ELA Interim IAB-Research		started: 3/17	Custom	II

# Printing a Test Ticket

Administration: MT 2018-2019 | User: Valdez, Brittany (SC)

General Resources ▼ ? Help Inbox Manage Account ▼ Log Out

Find Student by ID



Administering Tests

- Monitoring Test Progress
- Print Testing Tickets**
  - Print from Student List
  - Print from Roster List

# Student Lookup

Quick Search | **Advanced Search** Close

Use the drop-down menus to select the District, School, and Grade for your search. A First or Last Name is required.

**District/School**  
Demo inst 9999



**Grade**  
All Grades

**First Name**  
Cynthia

**Last Name**

**Search**

**Search Results**

SSID	First Name	Last Name	Grade	Details
99996734	Cynthia	Jackson	PS	
99998521	Cynthia	Sanchez	4	

**Student Details** Done

First Name: Cynthia  
Grade: 04  
Last Name: Jackson  
Student ID: 99998521  
Date of Birth: 20/14/-01-  
Gender: F  
School: Demo School 1  
District: Demo District 1  
Ethnicity: 4  
Name: Jackson, Cynthia

# What Is the Secure Browser?

The secure browser is designed to ensure test security by prohibiting students from accessing any other programs or websites during testing.



*If you have questions about the secure browser, contact your Technology Coordinator.*

# Student Login

Please Sign In

First Name:  JANE

SSID:  123456789

Session ID:  TEST - 1234 - 1

Browser: Chrome

This is the **Operational Test Site**  
If you want to go to the Practice Test Site click the button below

Go to the Practice Test Site

 Operational Test Site

Sign In

# Student Verification

## Is This You?

Please review the following information.

**First Name**

DemoFirstName

**Username:**

9999999

**Last Name**

DemoLastName

**Grade**

5

**Date of Birth**

July 15, 2007

**School:**

Demo School 9001



Operational Test Site

Yes

No



**MontCAS**

Montana Comprehensive Assessment System

Montana Office of Public Instruction





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# Student Test Selection


**Your Tests**  
Select the test you need to take.


Grade:

[Start Grade 8 Mathematics](#)

[Start Grade 8 ELA](#)

[Start Grade 8 Science](#)









 Operational Test Site

[Back to Login](#) 

# Login Confirmation

## Your Test Settings:

### G5 ELA Test

 General Testing Tools		
	Item Tutorials	On
	Color Contrast	Black on White (default) ▼
	Highlighter 	<input checked="" type="checkbox"/> ON
	Streamlined Interface Mode	<input type="checkbox"/> OFF
	Audio Playback Controls	Audio Scrubber
	Font Type	Serif (Times)



Operational Test Site

Looks Good!

[Back to Login](#)


# Sound Check

## Audio/Video Checks

Your test uses multi-media features. Please perform the following checks before continuing.

### Audio Playback Check

Make sure audio playback is working.


 To play the sample sound, press the speaker button.


#### Next Step:

If you heard the sound, choose **I heard the sound**. If not, choose **I did not hear the sound**.

### Recording Device Check


Make sure your recording device is working.

 To start recording, press the Microphone button (top button).

 Operational Test Site

### Text-to-Speech Sound Check


Make sure text-to-speech is working.

 Press the speaker button. You should hear a voice speak the following sentence: "This text is being read aloud."

#### Sound Settings

Current Voice Pack: Microsoft Anna - English (United Stat ▾)

Use the sliders to adjust the available text-to-speech settings.

Volume  10

Pitch  10

Rate  10

#### Next Step:

If you heard the voice clearly, choose **I heard the voice**. If not, choose **I did not hear the voice**. To continue testing without checking text-to-speech, choose **Skip TTS Check**.

### Sound and Video Playback Check



Make sure audio playback is working.

Make sure video and audio playback are working. To play the sample video and sound, press the play button.

#### Next Step:

If you were able to play the video and its sound, choose **I could play the video and sound**. If not, choose **I could not play the video or sound**.

# Test Interface

Questions: 1 - 7

G5 ELA Practice Test (0 out of 29) GUEST (EDUID: GUEST) TEST-DF5F-1

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Back Next Save

🖨

📏

🔍

🔍

Masking Line Reader Zoom Out Zoom In

☰

↶↷

1 2 3 4 5 6 7

1

☰

GUEST

Click on the **two** sentences that **best** show that James Watt formed new ideas for what steam might do to help humans.

"There is a wonderful power in steam," he said to himself. "There was never a giant who had so much strength. If we only knew how to harness that power, there is no end to the things it might do for us. It would not only lift weights, but it would turn all kinds of machinery. It would draw our wagons, it would push our ships, it would plow and sow, it would spin and weave. For thousands of years men have been working alongside of this power, never dreaming that it might be made their servant."

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# Test Pause Rules

Questions: 1 - 7    G5 ELA Practice Test (0 out of 29)    Demo Student(SSID: 123456789)    TEST-DF5F-1    ?    ⚙️    ⏸️

Back    Next    Save    Masking    Line Reader    Zoom Out    Zoom In

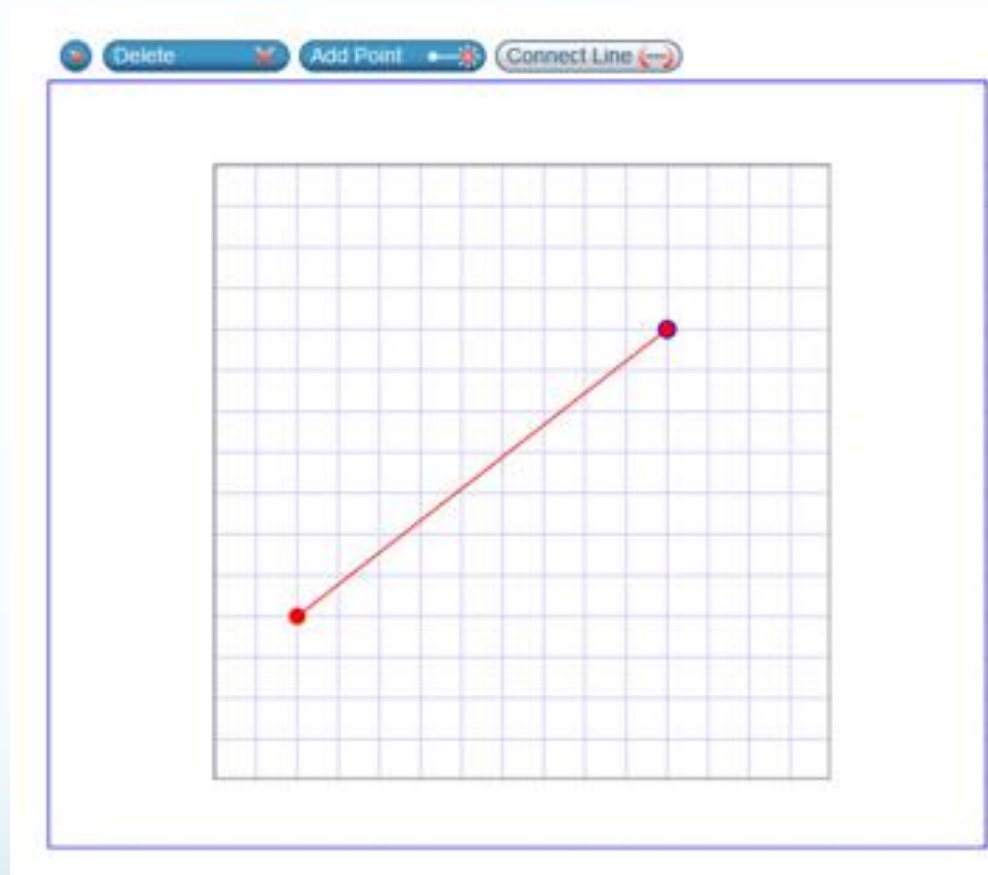
## Attention

Are you sure you want to pause the test? If you pause your test for more than 20 minutes, you may be unable to make changes to questions that you have already answered. Ask your Test Administrator before pausing your test. [MessageCode: 10899]

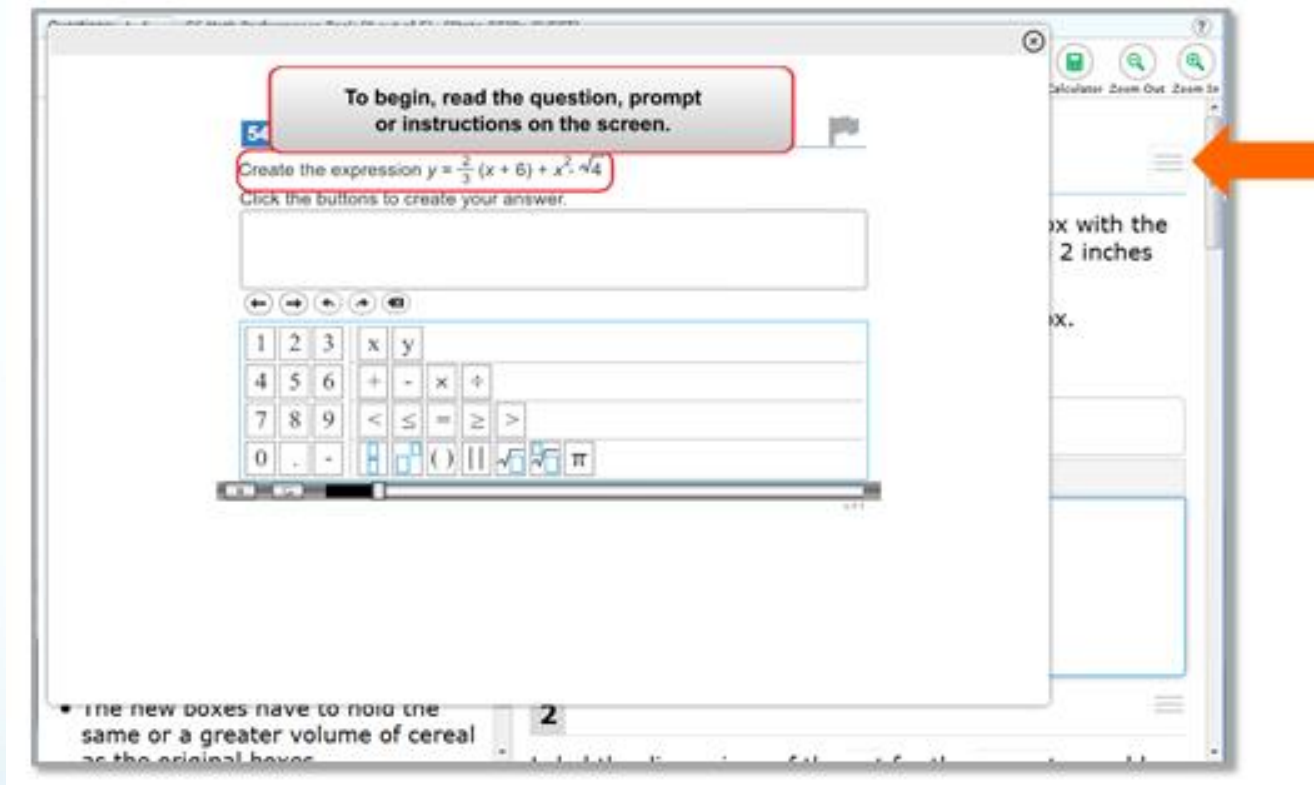
Yes

No

# Test Items





# Item Tutorial



# End of Segment

Questions: Review    G5 ELA Performance Task (3 out of 4)    Demo Student (SSID: 9999990)    ?    ⚙    ||

 Back     Next

---

**You have reached the end of this segment:**

---

Please review your answers before you continue testing. You **will not** be able to come back to these questions later.

Click on a question number below to review it.

**Questions for review:**

# End Test

Questions: 16 - 19 Sample G5 ELA Reading (1 out of 23) Demo, Student (SSID: 99999991) TEST-1234-1

Back Next Save End Test

Notes Line Reader Zoom Out Zoom In

16 17 18 19

19

**Attention**

You have answered all the questions in this test. When you have finished checking your answers, click the [End Test] button. [Message Code: 10915]

OK

...es the speaker in the recording  
...about the training an astronaut  
...after being accepted into the  
...ronaut corps?

...ng is varied and thorough.

about the process of becoming an astronaut.


ⓑ Training can be risky and shocking.

# Monitoring Participation



Administration: MT 2018-2019 | User: Valdez, Brittany (SC)

General Resources ▼ ? Help Inbox Manage Account ▼ Log Out



Find Student by ID 🔍



Administering Tests

 Monitoring Test Progress 

- Plan and Manage Testing
- Test Completion Rates
- Test Status Code Report

 Print Testing Tickets 

\*NOTE: OPI uploads will only be correct if Schools/Districts keep their AIM data updated.

# Student Participation Reports

The screenshot shows the 'Student Participation Reports' interface. At the top, there are navigation tabs: 'Preparing for Testing', 'Administering Tests', and 'After Testing'. Below these is a green bar with links: 'Print Testing Tickets', 'Monitoring Test Progress', and 'Appeals' (with a red notification icon). The 'Test Completion Rates' link is circled in red. Below this bar, a message states: 'Use this page to view test completion rates. [more info](#)'. A 'Report Criteria' section contains several dropdown menus: 'Report' (set to 'District Test Completion Ra'), 'District' (set to 'Demo district 9998 (9998)'), 'Test' (set to 'Smarter IAB'), 'Administration' (set to '2017-2018'), and 'Test Name' (set to 'All'). The 'Export Report' button is circled in red.

Preparing for Testing Administering Tests After Testing

Print Testing Tickets Monitoring Test Progress Appeals 0

Test Completion Rates

Use this page to view test completion rates. [more info](#)

Report Criteria

Report District Test Completion Ra

District Demo district 9998 (9998)

Test Smarter IAB

Administration 2017-2018

Test Name: All

Export Report



# Resources



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# Training Modules and Webinars

## System & Test Administrators – Tutorials

Resource	Description
2018–2019 AVA Training Module [PPTX] 2018–2019 AIR Ways Training Module [PPTX]	These training modules provide an overview of on-line systems for interim assessments: Assessment Viewing Application, AIR Ways Reporting, and Tech Requirements. They cover such topics as viewing interim assessments for instructional purposes, scoring student responses, and viewing student results.
2018–2019 Student Interface Training Module [PPTX] 2018–2019 TA Interface Training Module [PPTX]	These training modules provide an overview of the TA and Student Interface. They cover topics such as logging into the test system, starting a test session, using the test tools, and navigating throughout the test.
2018–2019 Logging into TIDE and Managing Users Webinar [MP4]	This recorded webinar, by Measured Progress and OPI, provides information on logging into TIDE for the first time as well as managing user accounts.
2018–2019 Students, Test Settings, and Tools Webinar [MP4]	This recorded webinar, by Measured Progress and OPI, provides information on student records, test settings, and tools within TIDE.
2018–2019 Accommodations Webinar [MP4]	This recorded webinar, by Measured Progress and OPI, provides information on the available accommodations, designated supports, and universal tools for the Smarter Balanced assessment.
2018–2019 Interim Testing Webinar [MP4]	This recorded webinar provides information on interim assessments and how to administer them to students.
2018–2019 Administering Tests and After Testing Webinar [MP4]	This recorded webinar, by Measured Progress and OPI, provides information on preparing for test administration, administering tests, and after testing for the Smarter Balanced assessment.
2018–2019 ORS Webinar [MP4]	This recorded webinar, by Measured Progress and OPI, provides information on the Online Reporting System and its functions.

# MontCAS Resources

Smarter Balanced portal: <http://mt.portal.airast.org/>

OPI Assessment Help Desk: (844) 867-2569 or  
[OPIAssessmentHelpDesk@mt.gov](mailto:OPIAssessmentHelpDesk@mt.gov)

Measured Progress Help Desk: (888) 792-2741 or  
[montanahelpdesk@measuredprogress.org](mailto:montanahelpdesk@measuredprogress.org)



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